

**MEETING MINUTES - CITY OF TOMAH  
COMMITTEE OF THE WHOLE**

A COMMITTEE OF THE WHOLE MEETING of the City of Tomah was held on the 9th day of August, 2010 at 6:30 p.m. in the Council Chambers at City Hall.

The following members were present: Nellie Pater, Dennis Greeno, John Cram, Larry Siekert, George Wright, Luke Bohlen, Ted Schleicher, and Pam Buchda. Absent: None.

Also present: Mayor John Rusch, City Administrator Jim Bialecki, City Clerk JoAnn M. Cram, Police Chief Wes Revels, Ambulance Director Jody Allen, Parks and Rec Director Joe Protz, and Treasurer Julia Rusch. Gregg Hagen videotaped the meeting.

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Chairperson John Cram called the meeting to order at 6:30 p.m.

Motion by Buchda, second by Siekert to approve the minutes of the July 12, 2010 regular Committee of the Whole meeting as presented. Motion passed without negative vote.

**Fire Department Monthly Report.** Fire Chief Kevin Decorah provided the monthly department report.

**Ambulance Department Monthly Report.** Ambulance Director Jody Allen provided the monthly department report.

**Lake Tomah Committee Update –** Kim Mello advised that he is the new chairperson for the Lake Committee. As far as fish stocking, they are hoping we will be getting a variety of fish in the fall. The DNR has done some vegetation sampling within the lake. A year ago they sampled 400 points and found 2 places of vegetation. This year they sampled 300 points and found 1 out of every 3 that had vegetation. The DNR did some improvements to the boat launch sites. Regarding the handicap pier, the National Wild Turkey Federation received a grant that is contingent on DNR matching funds. As it stands right now, there is no word yet on when that money will be available. They may hear something in the fall and there is definitely support for that. If that comes in, a new handicap pier will be constructed and the old one removed by the city. The Warrens Lions Club and the local Wild Turkey Federation came up with about \$1,000 for other improvements and has not been specifically earmarked. Efforts continue with the island vegetation.

**Zoning/Planning/Building Inspection.** Dir. Shane Rolff provided a written summary of building permits and zoning activities.

**Long Range Planning Committee Report.** No report.

**Police Department Monthly Report.** Police Chief Wes Revels provided a summary of police activities for July. National Night Out was held August 3<sup>rd</sup>. The dog ordinance committee work group started the process by reviewing all the current ordinances. They will be making recommendations for changes to the ordinances from the perspective of a responsible pet owner. It is hoped that a final product will be available in September.

**Parks and Recreation Monthly Report.** Parks & Recreation Director Joe Protz provided a summary of Parks and Recreation activities.

**Treasurers Cash & Investment Reports.** Motion by Wright, second by Greeno to approve the cash reports for June and July. The Investment report was not available. Motion passed without negative vote.

**Bartender License – Dinelle Clay.** Dinelle Clay was denied a provisional license due to three recent alcohol violations within the City of Tomah. Ms. Clay requested to appear before the

Committee to request a regular license be approved. Ms. Clay subsequently failed to appear for the Committee of the Whole meeting.

Motion by Wright, second by Pater to recommend the Common Council deny the bartender license for Dinelle Clay due to alcohol related violations occurring within the past 12 months and failure to appear as requested. Motion passed without negative vote.

### **Bartender Licenses.**

Motion by Pater, second by Siekert to recommend the Common Council approve bartender's licenses as listed. Motion passed without negative vote. Bartender licenses approved as follows: Angelica J. Chinnock, David D. Gray, Laura A. Leis, Otto Peterson, Jessalynn J. Ripp, Amanda R. Robinson, Tiffany J. Ropiak, Rhyta K. Rowan and Jamie S. Roycraft.

**Presentation by "Chasing Daylight Animal Shelter" – Gina Mason President.** A new animal shelter facility is going to be constructed on Highway 131 near Steam Away to shelter and care for stray cats and dogs. Fundraising efforts have been ongoing for many years. The facility was originally going to be in Sparta and operated through the Monroe County Humane Society. This has changed and the facility is going to be a separate entity from the County. The proposed fee to bring animals is \$125 for dogs and \$35 per cat. The original mission was to raise money to build a facility to accommodate the housing of homeless cats and dogs in Monroe County. There has been more than \$434,000 raised for the construction of this facility. They are a not for profit 501c3 organization. Six acres of land have been purchased on Highway 131 and construction is anticipated to start in September. The new shelter will house 20 dogs, has a separate area for cats, and will have separate isolation rooms available. There will be a vet clinic where local vets can administer care within the facility. The proposal was addressed. They are asking for \$125 per stray dog that is not redeemed to the owner. All dogs will be held for 7 days. The \$125 includes a \$20 entry fee for the first day of boarding, a \$5 intake fee, a \$15 charge for medications received, and the balance is for housing the dog for the remaining six days. There have been 80 stray dogs from the City of Tomah that have not been claimed by an owner last year and about 100 cats per year. They are asking for \$35 for each cat brought in and not claimed. They are also requiring that any pet reclaimed by the owner be properly vaccinated and licensed. Alderperson Schleicher advised that at a prior meeting, the committee was advised to take this back and work it out with the county along with the City of Sparta and the other townships. At this point the County hasn't achieved a funding method for the proposal. This information is being presented for budget purposes in October. Take this under advisement, table it, and discuss the finances in October when the budget hearing is held. Currently Monroe County does not take cats. The Tomah Veterinary Clinic charges the City \$29 per cat plus an \$8 euthanization fee. Alderperson Schleicher feels all municipalities within Monroe County should pay fairly for these services. Chief Revels advised the animal work group has looked at responsible pet owner issues and hopes to reduce the amount of dogs and cats that will be required to be paid for later on.

Motion by Greeno, second by Pater to recommend the Common Council table this issue until the October Budget hearing. Motion passed without negative vote.

**Taxi Cab License – F.D.S. Enterprises, Hudson, WI (Tomah Shared Ride Program).** Douglas Luchsinger, F.D.S. Enterprises (Tomah Shared Ride Program) has applied for taxi cab licenses effective August 16, 2010 through December 31, 2010 for three vehicles: 2010 Braun Van VIN # 2D4RN4DE4AR205997; 2010 Braun Van VIN # 2D4RN4DE6AR205998; and a 2010 Braun Van VIN # 2D4RN4DE8AR205999. It is requested that the mechanic inspections be waived as these are new vehicles which have been purchased by the City and are being leased to F.D.S. Enterprises for the Shared Ride Program. State inspection paperwork is on file. F.D.S. Enterprises is required to carry the insurance for these three leased vehicles per our agreement at the following levels: Automobile Liability – Bodily Injury, Per Accident - \$500,000; Bodily Injury, Per Person - \$500,000; Property Damage \$500,000 and a Combined Single Limit of \$1,500,000. In addition to liability insurance, F.D.S. Enterprises must carry physical damage insurance on the vehicles for an amount

equal to the fair market value of the vehicles. They must also keep in full force Workmen's Compensation Insurance. A certificate of insurance must be filed prior to issuance of the license.

Motion by Wright, second by Siekert to recommend the Common Council approve the taxi cab licenses for Douglas Luchsinger, F.D.S. Enterprises (Tomah Shared Ride Program) for three vehicles: 2010 Braun Van VIN # 2D4RN4DE4AR205997; 2010 Braun Van VIN # 2D4RN4DE6AR205998; and a 2010 Braun Van VIN # 2D4RN4DE8AR205999 contingent on certificate of insurance being provided. Motion passed without negative vote.

**Approval of F.D.S. Enterprises – Tomah Shared Ride Taxi Service Drug and Alcohol Testing Policy.** F.D.S. Enterprises has submitted their drug and alcohol testing policy for approval. They are required to follow federal guidelines in setting up this policy and they have done so.

Motion by Wright, second by Greeno to recommend the Common Council approve the F.D.S. Enterprises Drug and Alcohol Testing Policy for the Tomah Shared Ride Taxi Service as presented. Motion passed with one negative vote (Schleicher).

**License Application – Secondhand Jewelry Dealer & Secondhand Article Dealer.** Jeffrey Parsons, THR & Associates, Inc. has applied for a secondhand jewelry and secondhand article dealer license for the premise at Cranberry Country Lodge at 319 Wittig Road. They will be having an open house in a suite from August 24<sup>th</sup> through August 28<sup>th</sup>, 2010.

Motion by Buchda, second by Greeno to recommend the Common Council approve the secondhand jewelry and secondhand article dealer license for Jeffrey Parsons, THR & Assoc., Inc. for the premise at Cranberry Country Lodge. Motion passed without negative vote.

**2010 Budget Amendment – Transfer \$6,095.88 from Ambulance Fund Balance Applied to Ambulance Outlay Equipment for Radios.** Two radios were ordered in 2009 and were installed in the fall of 2009. They were not installed to our satisfaction and therefore never paid for. At this time, the corrections have been made and we have been billed \$6,095.88. The funds were available in 2009. Frank Andres grant for \$3,845 and a budget amount of \$2,250.88.

Motion by Buchda, second by Siekert to recommend the Common Council approve the 2010 budget amendment and transfer \$6,095.88 from Ambulance Fund Balance Applied Account A49300 to Ambulance Outlay Equipment Account A57230-830 for the radios. Motion passed without negative vote.

**2010 Budget Amendment – Transfer \$500 from G48500 Grants and Donations to Acct. 1-52110-340 Community Services Operating Supplies.**

Motion by Buchda, second by Bohlen to recommend the Common Council approve the 2010 budget amendment and transfer \$500 from G48500 Grants and Donations to Account 1-52110-340 Community Services Operating Supplies for various community services programs and G.R.E.A.T. Motion passed without negative vote.

**2010 Budget Amendment – Transfer \$1,000 from G48500 Grants and Donations to G57210-830 Outlay- Equipment.**

Motion by Buchda, second by Wright to recommend the Common Council approve the 2010 budget amendment and transfer \$1,000 from G48500 Grants and Donations to G57210-830 Outlay – Equipment for the purchase of fitness room equipment. Motion passed without negative vote.

**2010 Budget Amendment – Transfer \$1,471.65 from G48502 Thomas Earle Grant to G57210-830 Outlay Equipment.**

Motion by Bohlen, second by Wright to recommend the Common Council approve the 2010 budget amendment and transfer \$1,471.65 from G48502 Thomas Earle Grant to G57210-830 Outlay

Equipment for the purchase of laptop computer, docking station and accessories for use by the investigator. Motion passed without negative vote.

**Additional One Year Option – Agreement of Modification – Morgan Stanley Smith Barney.**

Morgan Stanley Smith Barney has rented the City property at 1000 Superior Avenue for many years. The Council recently approved the extension of the lease from July 31, 2010 to July 31, 2011. The document was submitted for signature and Morgan Stanley subsequently requested an additional one year option on the lease from July 31, 2011 to July 31, 2012 with a 2% increase in rent. This would increase the rent from \$927.69 per month to \$946.24 per month for 2011/2012.

Motion by Wright, second by Siekert to recommend the Common Council approve the additional one year lease option to the Agreement of Modification for Stanley Morgan Smith Barney increasing the rent by 2% from \$927.69 to \$946.24 per month for 2011/2012. Motion passed without negative vote.

**Resolution Approving Monthly Bills.** Motion by Buchda, second by Greeno to recommend the Common Council approve the resolution authorizing payment of the monthly bills for a total amount of \$1,127,288.68. Motion passed without negative vote.

**Monthly Financial Report – July.** Motion by Wright, second by Greeno to approve the July monthly financial report. Motion passed without negative vote.

Motion by Wright, second by Greeno to adjourn. Motion passed without negative vote. Meeting adjourned at 7:34 p.m.

Respectfully Submitted,

JoAnn M. Cram, City Clerk